

**INSTRUCTIONS FOR PREPARATION OF STATE FORM CT-0253
REPORT ON DEBT OBLIGATION
DO NOT ADD TO, DELETE FROM OR CHANGE THIS FORMAT**

1. Issuer Include the full name and address of the public entity, which may be a county, municipality, metropolitan government, board, agency, authority, district or other entity authorized to issue debt which is tax exempt from state taxation pursuant to Title 67, Chapter 2, Tennessee Code Annotated. This is NOT the bank or lending institution.
2. Debt Obligation Identify the type of debt obligations being issued either as bond, capital outlay note (CON), Bond anticipation note (BAN), grant anticipation note (GAN), lease/lease purchase or loan agreement. A loan agreement is considered a borrowing from the State Revolving Fund, a Public Building Authority, or the Tennessee Local Development Authority.
3. Security for Debt Obligation Identify the security for the debt. General Obligation means the taxing power of the local government is pledged to repay the debt. Annual appropriations are applicable ONLY to lease/lease purchase obligations.
4. Purpose of Issue Indicate the purpose or purposes for which the debt is being issued. In the case of debt being issued for multiple purposes indicate the percentage for each category. If percentage has not been determined for multiple purposes, use reasonable estimates.
5. Face Amount of Debt Obligation Indicate the face amount of the debt issued. When debt is issued in separate series, a separate form CT-0253 should be completed for each issuance.
6. Type of Sale Indicate whether the sale was by competitive sale, negotiated sale or an agreement under a loan program. If the debt is a loan agreement, specify the program, i. e. State Revolving Fund, Tennessee Local Development Authority, Public Building Authority.
7. Tax Status Indicate whether the interest on the debt is intended to be exempt from federal income taxation. Separate forms must be completed if the debt is both taxable and tax-exempt.
8. Dated Date Dated date is the date that is stated on the debt obligation and is the date interest starts to accrue on the obligation.
9. Issue Date (Closing Date) Issue date is the date proceeds of the debt issue are received by the public entity.
10. Rating Specify the rating the debt issue has obtained, or if the debt is unrated.
11. Interest Cost Indicate interest rate percentage and indicate method used to determine the rate. If variable, show the first assigned rate. TIC is True Interest Cost. NIC is Net Interest Cost.
12. Recurring Costs List the ongoing or recurring costs involved in connection with remarketing, liquidity, and credit enhancement, specifying any periodic fees and charges that may be calculated on a fee per transaction basis. If periodic fees are not based on the outstanding balance of the debt, please specify the basis on which periodic charges will be made.

13. Maturity
Dates, Amounts
And Interest Rates

Indicate year of maturity, the principal amount maturing each year and the interest rate for each maturity.

14. Itemized
Description of the
Cost of Issuance

Indicate by detailed category the cost incurred in the issuance of the debt obligation. PLEASE ROUND TO THE NEAREST DOLLAR AND TOTAL THE COLUMN. Costs reported in this category are costs incurred in the initial issuance of the debt obligation and do not include related costs that may reoccur on a periodic basis while the debt is outstanding. Amounts reported should include both professional fees and any expenses, such as long distance calls or duplication charges. If the financial advisor fee includes other costs such as legal, printing, rating, etc., these costs are itemized separately. Sub-items, "i" through "v" of item (i) is only applicable to a negotiated sale where such costs are incurred. Legal fees not identified separately on the form should be listed in the blank spaces under legal fees. If there are costs that are not identified by categories shown on the form, please use the "other costs" category. If more than one issue is involved, show a pro-rata share of the issue costs on each CT-0253. A copy of the final disclosure statement or official statement, if developed, should accompany the form CT-0253.

15. Signatures of
the Authorized
Representative and
Preparer

The authorized representative is the chief financial officer of the public entity, i.e. County Executive, Mayor, President, Chairman, etc. If the form CT-0253 is prepared by someone other than the authorized representative, indicate in the space provided. However, the authorized representative must still sign the form.

INCORRECT OR INCOMPLETE FORMS WILL BE RETURNED!!

Issuer's No. _____
(To be completed by State)

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated 9-21-151)

1. Issuer: Name _____ Address _____ _____ _____																																											
2. Debt Obligation: <table style="display: inline-table; vertical-align: top;"> <tr><td><input type="checkbox"/></td><td>a. Bond</td></tr> <tr><td><input type="checkbox"/></td><td>b. CON</td></tr> <tr><td><input type="checkbox"/></td><td>c. BAN</td></tr> <tr><td><input type="checkbox"/></td><td>d. GAN</td></tr> <tr><td><input type="checkbox"/></td><td>e. Lease/Lease Purchase</td></tr> <tr><td><input type="checkbox"/></td><td>f. Loan Agreement</td></tr> </table>	<input type="checkbox"/>	a. Bond	<input type="checkbox"/>	b. CON	<input type="checkbox"/>	c. BAN	<input type="checkbox"/>	d. GAN	<input type="checkbox"/>	e. Lease/Lease Purchase	<input type="checkbox"/>	f. Loan Agreement	5. Face Amount of Debt Obligation: \$ _____																														
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7. Tax Status: a. _____ Tax Exempt b. _____ Taxable	8. Dated Date: _____																																										
9. Issue Date (Closing Date): _____	10. Rating: <table style="display: inline-table; vertical-align: top;"> <tr><td>a. Moody's</td><td>_____</td></tr> <tr><td>b. Standard & Poor's</td><td>_____</td></tr> <tr><td>c. Unrated</td><td>_____</td></tr> </table>	a. Moody's	_____	b. Standard & Poor's	_____	c. Unrated	_____																																				
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13. Maturity Dates, Amounts and Interest Rates

Year	Principal Amount	Interest Rate

If additional space is needed, attach additional sheet.

Year	Principal Amount	Interest Rate

No. of Years _____
(To be completed by State)

14. Itemized Description of the Cost of Issuance

(ROUND TO THE NEAREST DOLLAR)

Name of Firm

a. Financial Advisor Fees	\$ _____	_____
b. Legal Fees:		
i. Bond Counsel	\$ _____	_____
ii. Issuer's Counsel	\$ _____	_____
iii. Trustee's Counsel	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
c. Paying Agent Fees and		
Registration Fees	\$ _____	_____
d. Trustee Fees	\$ _____	_____
e. Remarketing Agent Fees	\$ _____	_____
f. Liquidity Fees	\$ _____	_____
g. Rating Agency Fees	\$ _____	_____
h. Credit Enhancement Fees	\$ _____	_____
i. Underwriter's Discount(%)	\$ _____	_____
i. Take Down	\$ _____	_____
ii. Management Fee	\$ _____	_____
iii. Risk Premium	\$ _____	_____
iv. Underwriter's Counsel	\$ _____	_____
v. Other Expenses	\$ _____	_____
j. Printing and Advertising Fees	\$ _____	_____
k. Issuer Fees	\$ _____	_____
l. Real Estate Fees	\$ _____	_____
m. Other Costs	\$ _____	_____
n. Total Costs	\$ _____	_____

Note: Please enclose a copy of the DISCLOSURE DOCUMENT or OFFICIAL STATEMENT if one was developed.

15. _____
Authorized Representative (Signature)

Preparer (Please Type or Print Legibly)

Authorized Representative (Please Type or Print Legibly)

Title

Title

Firm

Date

Date

**SEND TO: Comptroller of the Treasury, Division of Local Finance, Suite 1700, 505 Deaderick Street,
James K. Polk State Office Building, Nashville, Tennessee 37243-0274**